



City of Loma Linda Official Report

Floyd Petersen, Mayor
Karen Hansberger, Mayor pro tempore
Robert Christman, Councilmember
Stan Brauer, Councilmember
Robert Ziprick, Councilmember

COUNCIL AGENDA: August 26, 2003

TO: City Council

VIA: Dennis R. Holloway, City Manager

SUBJECT: Request from Chamber of Commerce for City services and to close certain streets on Sunday, October 19 for the Community Parade

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LOMA LINDA

CHAMBER OF COMMERCE

August 19, 2003

The Honorable Floyd Petersen, Mayor
Members of the City Council
City of Loma Linda
c/o Dennis R. Halloway, City Manager
Loma Linda, CA 92354

Re: Request for Street Closures and other City Support for Annual Community
Parade and Fair

Dear Mayor Petersen and Council Members:

Please consider this the Loma Linda Chamber's formal request for permission to conduct the Community Parade on Sunday, October 19, 2003, and to initiate the process for approval of relevant street closures in connection with the parade. Also attached is a summary of parade staffing requests, based on past years' support from the City. We hope that the City will be able to assist us in these areas again this year as the parade continues to expand in scope.

The parade is scheduled to begin at 10:00 a.m. sharp, with pre-parade set-up and activity beginning around 6:30 a.m. We anticipate the parade will last for about one and one-half to two hours, ending at the Loma Linda Academy for the annual Fair around 12 noon.

The route will be the same as last year, starting at Starr Street and Anderson and ending at the Academy. Staging will take place using westbound lanes of Barton Road between Benton and Campus and on Anderson Street from Tulip to Prospect. Closure of these streets at 6:30 a.m. is requested. The Parade Route will require closure of Anderson from Barton to Court Street beginning at 9:00 a.m. (including access from side streets opening onto Anderson). A map is attached. If any more information is needed, please let me know.

I know we all look forward to this community event each year, and I hope all of you will be on hand to participate. You will be contacted personally in the very near future.

Sincerely,



Peg Karsick
Chief Executive Officer

Attachment

Taking Care of Our Businesses



40th Annual Community Parade
"Turn Back the Clock: Flashback to the '60s!"
Sunday, October 19, 2003

Request for City Support

As in previous years, the Loma Linda Chamber of Commerce is requesting assistance from the City of Loma Linda, especially Public Safety and Public Works Departments, in the following areas:

- Assignment of liaison(s) to the Chamber Parade Planning Committee to attend planning meetings and communicate with other City staff regarding the City's role in the parade.
- Coordination with the San Bernardino County Sheriff's Department and Loma Linda University Security to arrange for parade day staffing for road closures and traffic control in approach areas, staging areas, parade route, and parade end and exit areas.
- Provision of Incident Radio Communications Plan and the resources to implement it (e.g., provision and assignment of radios; communication van and technician to oversee parade, if available.)
- Delivery (and set up, as appropriate) of numbered cones, barricades, signs, and other items necessary for safety and smooth operation.
- Arrangement for power to announcers' station(s) and arrangement and delivery for use of the cherry picker for LLBN broadcasting.
- Arrangement for towing of disabled vehicles.
- Delivery of tables and chairs to registration area on the morning of the event (by 6:30 a.m.).

The Chamber will take the lead in administering the planning and coordination details and will arrange for liability insurance as an additional insured on City's policy, as in past years. Our staff and volunteers will handle parade logistics (other than traffic control and public safety issues) and perform other general parade management activities.

We look forward to working cooperatively with the City as we celebrate our 40th Annual Community Parade.

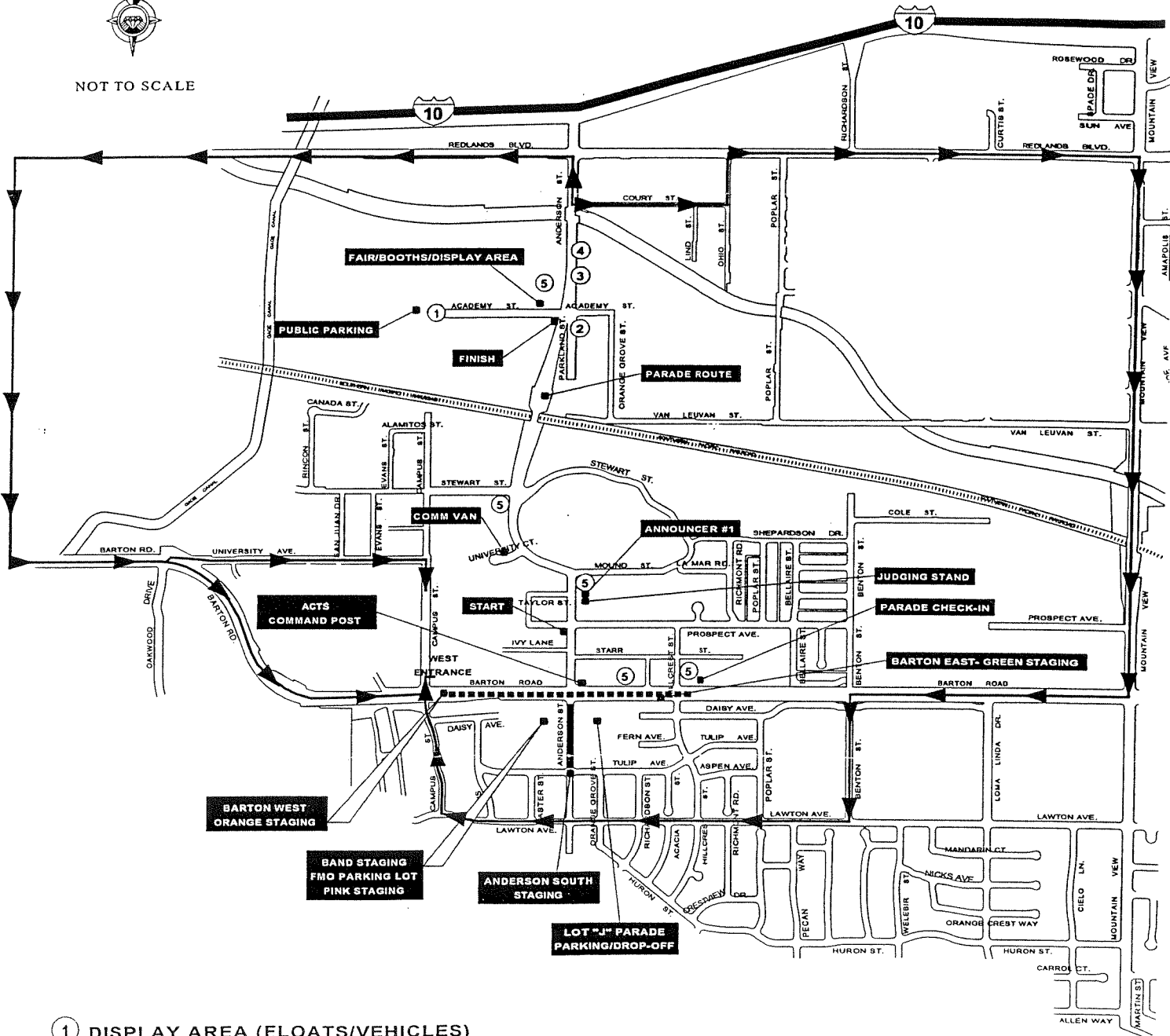
CITY OF LOMA LINDA

COMMUNITY PARADE DAY

GENERAL MAP



NOT TO SCALE



- ① DISPLAY AREA (FLOATS/VEHICLES)
- ② TRAILERS PICKUP AREA
- ③ GENERAL EXIT
- ④ BAND BUSES PICKUP AREA
- ⑤ PORT A POTTIES

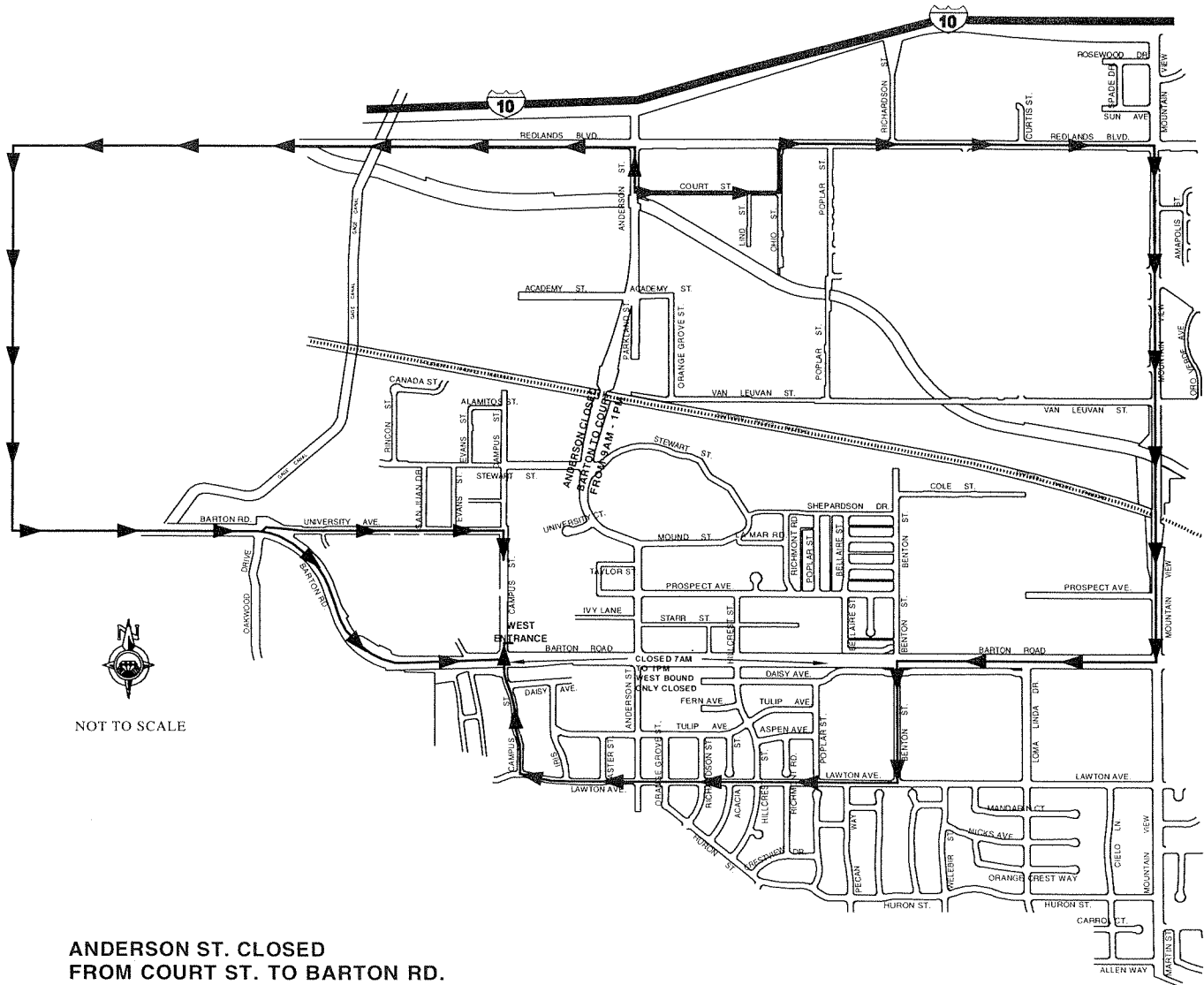
Last Revision Date

10/10/02

CITY OF LOMA LINDA

COMMUNITY PARADE DAY

DETOUR MAP



**ANDERSON ST. CLOSED
FROM COURT ST. TO BARTON RD.
FROM 9AM TO 1PM**

EASTBOUND BARTON RD WILL BE OPEN

**BARTON ROAD RD. WEST BOUND
LANE WILL BE CLOSED FROM
7AM TO 1PM**